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OFFICE OF SECURITY TABLE OF ORGANIZATION

(Exclusive of )

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Office of the Director of Security

<u>Position Title</u>	<u>Position Grade</u>	<u>Incumbency</u>
Director	GS-18	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>
Deputy Director	GS-17	
Security Officer, SAO	GS-14	
Security Officer	GS-11	
Secretary-Steno	GS-08	

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DEPUTY DIRECTOR FOR PHYSICAL,  
TECHNICAL AND OVERSEAS SECURITY (DD/PTOS)

FUNCTIONAL STATEMENT

A major revision of this Directorate's organization was not considered necessary. However, some need for modification along functional lines was recognized and implemented. The Physical, Technical and Overseas Security Directorate retains all missions and responsibilities previously assigned. The organizational structure has been changed to modify lines of authority and improve flexibility and efficiency.

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The Physical, Technical and Overseas Security Directorate will be composed of two divisions--Physical Security Division, Technical Division, [REDACTED]

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The major units involved in the reorganization were the Overseas Security Support Division and the technical elements of the Directorate. The latter have been consolidated in the Technical Division. The management benefits derived from this consolidation are as follows:

1. Placing the survey functions of the Overseas Security Support Division in the Physical Security Division is a consolidation of similar skills and should increase the flexibility of this Division.

2. Placing the Overseas Security Support Division alarms and physical security equipment specialists in the Technical Division places most of the technical functions of the Directorate in one division, substantially increasing the Directorate's capability to respond in the technical field.

This realignment provides a much improved capability for accomplishing the functions of the Directorate with no increase in personnel.

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DEPUTY DIRECTOR FOR POLICY AND MANAGEMENT (DD/P&M)

FUNCTIONAL STATEMENT

The Directorate for Policy and Management consolidates all program, information, and administrative management within one organization, possessing equal stature with the functional directorates. Included within this office are the Security Records Division, previously attached to the Directorate of Personnel Security, and the Special Security Center, assumed from the no longer existent Executive Staff.

The second division within this Directorate is that of Plans, Programs, and Administration. Newly incorporated are the duties of the Plans and Programs Branch, formerly known as the Executive and Planning Division of the Office of the Executive Officer. Its responsibilities include preparation of the Office Program Call and all plans and reports relative to current and future Office objectives and activities. In addition, this Branch is the central control for all key documents received within the Office of Security.

The Personnel, Budget and Fiscal, Logistics, and Training Branches of this Division provide administrative support for all activities and operations of the Office of Security within its Headquarters components and its [redacted] foreign field units. Responsibilities include: developing and implementing internal administrative policies and procedures; providing personnel services to all components of the Office, including recruitment, placement, technical guidance and secretarial support for the Career Service, and consultation with supervisors for career management and development purposes; assuming accountability for all property assigned to the [redacted] and for certain technical equipment assigned to Headquarters; preparing administrative reports and studies on Office budget matters and maintaining budget controls and financial records; preparing and executing the Agency Security Education Program; and, coordinating and administering formal and tutorial security training for the Office of Security and other Agency components.

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DEPUTY DIRECTOR FOR PERSONNEL SECURITY  
AND INVESTIGATIONS (DD/PSI)

FUNCTIONAL STATEMENT

25X1 The Personnel Security and Investigations Directorate evolved from the consolidation of the Personnel Security Directorate and the Investigations and Operational Support Directorate. It is composed of two divisions--Clearance Division and Security Support Division, plus the [REDACTED] [REDACTED] In effect, this consolidation of functions may be translated into the elimination of one Directorate from an original two, a reduction of divisions from five to two, and the deletion of two staffs from the Office of Security structure. 25

The management benefits to be derived include:

1. Office of Security responsibilities on clearance matters will repose within one major element rather than two, permitting greater uniformity in this major program.
2. The receipt, analysis, preparation of materials, and levying of investigative requirements will be consolidated under one Deputy Director, rather than two, thereby reducing processing and handling time at Headquarters.
- 25X1A 3. Units required to maintain communication with the [REDACTED] will now be able to do so directly, thereby eliminating a considerable amount of duplication.

The dissolution of the Security Research Staff and its replacement by a smaller Research Branch is an important move. It is felt that many of the liaison and dissemination functions provided to other governmental and CIA offices may readily be handled within the Clearance Division itself.

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25X1A While the above represents the major results of the consolidation, other changes include:

1. Elimination of the [redacted] and assignment of an Alien Affairs Officer to the Security Support Division.

2. Consolidation of the Employee Activity Branch and the Special Activities Branch into an External Activities Branch under the Security Support Division will effect a savings of some eight positions, including the elimination of the CI/CE Branch.

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The [redacted] have recently been reviewed by the Position Management and Control Division of the Office of Personnel and certain recommendations are now under consideration. [redacted]

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